

BUREAU OF WATER

South Carolina Department of Health and Environmental

Publicly Owned Treatment Works Industrial Delegated Review Program

A guide on how to obtain approval to review industrial wastewater systems on behalf of DHEC

May 2006



South Carolina Department of Health
and Environmental Control

www.scdhec.gov/water

I. Introduction To The Industrial Delegated Review Program (IDRP)

The South Carolina Pollution Control Act (PCA) requires both the submittal of plans and specifications for wastewater systems to the Department and the issuance of a written approval for the plans and specifications by the Department prior to construction of a wastewater system. After a wastewater system is permitted, the PCA requires an approval to operate the wastewater system before the system may be placed into operation.

SC Regulation 61-67, entitled “Standards for Wastewater Facility Construction,” describes the engineering and information submittals required for review by the Department in order to obtain a wastewater construction permit. In addition, the regulations describe the need for proper installation in accordance with Department-approved plans and specifications (construction permit) and the issuance of an Approval to Operate prior to placing the system in service.

In the early 1990s, the Department developed the sewer line and pump station Delegated Review Program for Publicly Owned Treatment Works (POTWs). That program allows a POTW to review collection systems, pump stations and force mains on behalf of the Department. The Department, in turn, can skip the technical review and expedite the permitting process. The Department implemented this program to eliminate duplicate reviews by the Department and POTWs.

Through publishing this document, the Department has established the “Industrial Delegated Review Program” (IDRP). This voluntary program will be available to eligible “Publicly Owned Treatment Works” (POTWs) that implement a local pretreatment program and meet the criteria below. The IDRP requires that the POTW have or establish a local program for review of industrial wastewater systems that are required to have wastewater construction permits issued by the Department. POTWs that meet the requirements outlined in this publication may apply to implement the IDRP.

This program has been designed such that once the delegated POTW has completed its review and obtained all necessary approvals, the application package will be forwarded to the Department for permitting. Except when a State Land Application Permit is required for sludge disposal under Section 503 and/or 504 of Regulation 61-9, the Department will normally issue a construction permit within seven (7) working days of receipt of the package without typically performing a technical review. In other words, the Department is relying on the POTW’s technical review as the basis for issuance of a wastewater construction permit.

II. Description of Coverage and Eligible Participants

Any POTW (including any city, town, county, district, association, or other public body created by or under State law and having jurisdiction over disposal of sewage, industrial wastes, or other waste, or a designated and approved management agency under Section 208 of the Clean Water Act) meeting the eligibility requirements established herein may elect to participate in this program. A POTW must make an application for acceptance into this program by the Department.

To participate in this program the POTW must meet the following eligibility criteria:

1. A local Pretreatment Program under the requirements of Section 403 of SC Regulation 61-9.
2. A South Carolina professional engineer (P.E.) on staff or on retainer. Also, the P.E. must be knowledgeable and experienced in industrial wastewater treatment systems.
3. At least ten (10) industrial users with local industrial user pretreatment permits.
4. A good track record regarding environmental compliance, especially in the area of engineering and pretreatment program management.
5. A written certification that the industrial wastewater system review will conform to SC Regulation 61-67 and the POTW’s own design criteria, when applicable.

III. Projects Covered by the IDRP

For construction a permit, any industry whose wastewater is treated by an approved IDRP POTW may submit plans and specifications packages through the POTW to the Department for streamlined permitting.

The following industrial wastewater systems that are required to have a wastewater construction permit under SC Regulation 61-67 qualify for coverage under the IDRP:

1. All onsite and offsite industrial gravity sewer lines, pump stations and force main(s);
2. All new industrial wastewater pretreatment plants including sludge handling and treatment units; and
3. All modifications and expansions of industrial wastewater pretreatment plants including sludge handling and treatment units; and

IV. POTW Application for Approval to Administer the IDRP

Application Submittal Information. To be approved for the IDRP, a POTW who meets the eligibility requirements must submit an application that includes the following:

1. A transmittal letter outlining the submittal package and a request to join the program.
2. Documentation for professional engineer (P.E.), either on staff or on retainer.
3. A written statement that industrial wastewater systems will be required to conform to SC Regulation 61-67.
4. Two (2) copies of any additional design criteria that will be utilized, if already developed.

The submittal package should be sent to the attention of:

SCDHEC/Bureau of Water
Industrial Wastewater Permitting Section
2600 Bull Street
Columbia, SC 29201

Standard forms for submittal of the application package can be found at the end of this document. An incomplete submittal may be returned.

Administrative Processing of an IDRP Application. Upon receipt of the application, the package will be assigned to a member of the Industrial Wastewater Permitting Section. DHEC's enforcement and regional staff will assist in the review. Any letter of approval will be provided to: the POTW; our Regional Director; the 208 Planning contact; and DHEC's Office of Ocean and Coastal Resource Management, when applicable (Coastal Region).

V. Individual Permit Application Submitted to DHEC Through a POTW's IDRP

A complete administrative and technical application package must be submitted to the Department by the POTW on behalf of the industry. The package must include the following:

1. Application Fee (\$75).
2. A transmittal letter outlining the submittal package.
3. The original application for permit to construct properly filled out with the appropriate signatures and one (1) copy.
4. Two (2) sets of plans and specifications stamped by the consulting engineer. When applicable, the plans must show any proposed sewer lines and their sizes and include existing streets and sewer lines. Any proposed offsite sewer lines that will serve other users must be highlighted to allow easy identification.
5. Two (2) copies of the appropriate design calculations including flow, treatment system, and pump station calculations with a copy of the pump curves, as applicable. Any sanitary flow calculations should be based on the SC Regulation 61-67. Industrial wastewater system designs should be based on the appropriate expected wastewater flow as determined using the POTW's Headworks Analysis and the industry's waste characteristics.
6. Two (2) copies of an 8 1/2" x 11" location map that are separate from the plans.
7. Two (2) copies of easements necessary to construct the industrial wastewater system, when applicable.
8. The 208 Plan conformance review from the six designated Council of Governments (COG) must be provided, when applicable. Note: Some exemptions apply. A standard format request is included at the end of this document along with a list of designated COGs and appropriate mailing addresses. Section 100.E.8 of SC Regulation 61-67 addresses when 208 Plan Certification must be obtained. For the non-designated areas, DHEC will coordinate internally on the 208 review.
9. The Certification for Coastal Zone Management Plan consistency must be provided for projects located in Jasper, Beaufort, Colleton, Charleston, Dorchester, Berkeley, Georgetown, and Horry counties. A standard format request is included at the end of this document.
10. For pipes crossing navigable streams, a certification statement that says the proposed project will not cross State Navigable Waters or that the Department must address State Navigable Waters issues prior to issuance of the wastewater construction permit. Navigable Waters of South Carolina have been identified in a map with an associated list prepared by the Department. Navigable waters review will be coordinated with DHEC's Division of Water Quality (questions about the navigable waters program should be directed to that division).
11. Sludge generation and disposal information (for new and expanding systems) as follows:
 - a. If the industrial pretreatment system generates any sludge/residuals that requires a change in a permit under Sections 503 and/or 504 of SC Regulation 61-9, a statement to this effect must be submitted. Typically, new or expanding systems would require DHEC to modify the land application permit.

- b. If changes are warranted in the sludge land application permit, the following information must be submitted:
 - i. If sludge and/or other residuals will be disposed of in a landfill, a letter from the owner of the landfill agreeing to accept the sludge; or
 - ii. If sludge and/or other residuals will be disposed of by hauling to another wastewater treatment facility, a letter from the owner of the treatment facility agreeing to accept the sludge; or
 - iii. If sludge and/or other residuals will be land applied under the requirements of Sections 503 and/or 504 of SC Regulation 61-9, a copy of the application for a State Land Application Permit for land application of the sludge and/or other residuals. Please note that in this situation the wastewater construction permit cannot be issued by the Department until the State Land Application Permit for the sludge and/or other residuals disposal is issued and in effect.

Note: regarding sludge disposal issues that would require a land application permitting action (to issue or modify a permit), this should be addressed prior to submission of an IDRP application.

The IDRP construction package should be sent by the POTW to:

SCDHEC/Bureau of Water
Industrial Wastewater Permitting Section
2600 Bull Street
Columbia, SC 29201

Upon receipt of an IDRP construction submittal, the project will be logged in. Verification will be made to ensure all elements of the required package have been provided.

The Industrial Wastewater Permitting Section will be responsible for issuing the SCDHEC Construction Permit with appropriate conditions. In addition, the Construction Permit will include a statement that says the issuance of the permit is based on the Delegated POTW's review. If deficiencies are subsequently identified, the Department may re-evaluate the POTW's program approval.

Except when a State Land Application Permit for land disposal of sludge or other residuals is required under Sections 503 and/or 504 of SC Regulation 61-9, the SCDHEC Construction Permit will generally be issued within seven (7) working days from the date of receipt. In the situation where a State Land Application Permit must be issued for disposal of sludge and/or other residuals, the wastewater construction permit cannot be issued by the Department until after the State Land Application Permit for the land disposal of sludge and/or other residuals is issued and beyond the appeal "window."

DHEC may periodically review aspects of the application package in its program oversight role.

VI. Department Overview of POTW's IDRP

The Department will maintain oversight of approved programs as follows:

1. The Department may conduct a random technical review of any project at its discretion.
2. If subsequent enforcement and/or criminal action is taken against the POTW, the Department may rescind the delegation approval. The POTW can reapply when they can comply with the qualifications established in Section II of the document.
3. The Department will consider in its oversight if the POTW provides a credible program to substitute for DHEC's technical review function.

VII. Summary.

The Department's intent of the IDRP is:

1. To ensure that a consistent and professional review of pretreatment systems is provided;
2. To streamline the industrial construction permit process for pretreatment facilities; and
3. To allow POTWs with Pretreatment Programs greater oversight of their industrial users.

This program has been designed such that once the delegated POTW has completed its review and obtained all associated approvals, the industrial wastewater construction permit application submittal package will be permitted by DHEC normally within seven (7) working days of receipt, except if a State Land Application Permit for disposal of sludge and/or other residuals must be issued by the Department. The IDRP should maintain a high quality review and at the same time substantially reduce the turn-around time for DHEC construction. The Department encourages POTWs who have the expertise in industrial wastewater systems design and who meet the eligibility requirements to apply for the administration of this program.

This document is a guide and actual program implementation may vary. If there are conflicts between this document and applicable regulations, the regulations take precedence.

VIII. Sample Forms (following pages)

INDUSTRIAL DELEGATED REVIEW PROGRAM APPLICATION FORM

Certification for Professional Engineer (P. E.) Review And Design Criteria

Professional Engineers

I certify that as the applicant, the following will be responsible for project reviews under the S. C. Industrial Delegated Review Program:

<i>Name(s)</i>	<i>PE Registration #</i>	<i>Firm</i>	<i>On Retainer? (yes/no)</i>
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A summary of each individual's industrial wastewater system knowledge and experience is attached. If this individual is on retainer a copy of the appropriate contract documentation is attached to this certification. If more than one individual will be used, a copy of the additional names and professional engineering registration numbers must be attached.

I certify that DHEC's Water Facilities Permitting Division, will be notified immediately if either this individual no longer works for this organization or the retainer contract is terminated. An updated certification must be provided to DHEC under these circumstances. I further certify that no submittals under the Industrial Delegated Review Program will be made without the review of a registered professional engineer from the State of South Carolina.

☐ PE Retainer contract attached (if applicable)

Design Criteria

I certify that as the applicant for the Industrial Delegated Review Program, the POTW will conform to SC Regulation 61-67.

Dated this day _____ of _____, 20____,

Applicant name/POTW's Authorized Representative (Please Type)

Title/POTW Name (e.g., Mayor, City of Smithville)

Signature

**POTW APPLICATION CHECKLIST
FOR
INDUSTRIAL DELEGATED REVIEW PROGRAM**

Applicant Name: _____

POTW Mailing Address: _____

Please fill out the following checklist, as it will be utilized to determine if a complete application package for approval has been submitted:

<u>Item</u>	<u>Yes</u>	<u>No</u>
1. Transmittal Letter	___	___
2. Certification of P.E. and design criteria	___	___
3. The application package is complete	___	___

Department Use Only

Comments:

Enforcement Review? _____

Regional Office Review? _____

DHEC Approval of Industrial Delegated Review Program On: _____

Robert M. Strother, Executive Director
Appalachian Council of Governments
Chip Bentley- 208 Contact
PO Drawer 6668
50 Grand Avenue
Greenville, SC 29606
(864)242-9733, (864)242-6957 FAX

Ronald E. Mitchum, Executive Director
*Berkeley-Charleston-Dorchester COG
- 208 Contact
5290 Rivers Avenue
Suite 400
North Charleston, SC 29406-6357
(843)529-0400, (843)529-0305 FAX

Norman Whitaker, Executive Director
Central Midlands Council of Governments
Joe Ryan- 208 Contact
236 Stoneridge Drive
Columbia, SC 29210
(803)376-5390, (803)376-5394 FAX

Chriswell Bickley, Executive Director
Low Country Council of Governments
Ginny Kozak- 208 Contact
PO Box 98
I-95 Exit 33, Point South
Yemassee, SC 29945
(843)726-5536, (843)726-5165 FAX

James T. Darby, Executive Director
Santee-Lynches Council of Governments
Pete Hipps, 208 contact
PO Box 1837
115 N. Harvin Street, 4th Floor
Sumter, SC 29150
(803)775-7381, (803)773-9903 FAX

Kenneth Thompson, Executive Director
Waccamaw Regional Council of Governments
Jan Davis- 208 Contact
1230 Highmarket Street
Georgetown, SC 29440
(843)546-8502, (843)527-2302 FAX

SAMPLE OCRM CERTIFICATION REQUEST

MEMORANDUM

Date:

TO: Office of Ocean and Coastal Resource Management
SC DHEC

FROM:

RE: OCRM Certification on Delegated Review Project (Industrial Site)

The following project will be submitted to the Bureau of Water for construction permitting under their delegated review program. Enclosed is information on the project and the contacts, if needed:

Action Request: Construction Permit Certification (Wastewater System)

Name:

General Location: See attached map

Project Owner:

County:

Type of Project: (e.g., pretreatment system modification)

Type Waste: (e.g., industrial) Volume (GPD):

Disposal Method: Municipal Treatment Plant

Consulting Engineer: Name: Phone:

DHEC contact: Melinda G Vickers phone: 803-898-4186